

## FORMAL COMMUNICATION

TO:

Regional Operators

Indianapolis Private Industry Council

Regional Coordinators

FROM:

Nate Klinck, Director

Center of Excellence

Career Services

DATE:

January 8, 2007

## Technical Assistance Bulletin TAB 2006-004

## Repeating Classes or Tests Funded by the Workforce Investment Act

Ouestion:

May participants repeat a class or retake a test that is funded by the

Workforce Investment Act?

## Response:

The Indiana Department of Workforce Development believes that a participant may repeat a class or retake a test that has been funded by the Workforce Investment Act. This instruction supports the Indiana Department of Workforce Development's mission of providing all Hoosiers with multiple opportunities and support to perpetually raise educational and skill attainment levels. Case managers must document the reason why the class or test is being retaken and what is being done differently to ensure a positive result in the Case Notes section of TrackOne. Regional Operators need to develop local guidance on the number of times a participant may repeat a class or retake a test.

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WIA-TAB No.	Subject Matter
2006-04	Repeating classes or tests funded by the Workforce Investment Act
2006-03	Discontinuation of the Certificates of Technical Assistance Program
2006-02	Trade Adjustment Assistance – Qualifying Separation Date for Workers' Compensation
2006-01 Change 1	Clarification on DWD Communication 2005-26
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